

Minutes of Executive Committee Meeting - Wednesday 31 March 2010

| | |
|----------------------|---|
| Present | Therese Briggs, Oliver, Jim Walsh & David Webster; & David Tuskan (Managing Agent, Premier Strata Management). |
| Apology | Joe Strati |
| In Attendance | Filomena Gard (12 Golden Grove), Steve Hillier (6 Lawson) & Marion Li & Jacqueline Sheong (2 Borrowdale). |
| Chairman | In the absence of Joe Strati, Oliver was elected chairman. |
| Quorum | It was noted that a quorum was present. |
| Minutes | It was RESOLVED that the Minutes of the executive meeting held on 10 February 2010 be confirmed & adopted. |
| Finances | The MA TABLED the YTD budget comparison 1 October 2009 to 31 March 2010. This shows actual admin fund expenditure of \$78,822.84 against a budget of \$72,990.11. After adjustment for full year & pre payments, actual is very close to budget. Total funds as at 31 March were \$130,604.74. |

By-Laws

| | |
|-----------------------------------|--|
| Illegal Parking | The MA REPORTED that adjudication documents re 8 Bligh have been sent to the Consumer, Trader & Tenancy Tribunal. |
| Air Conditioning Ducting | After consideration of the letter from the owner of 10 Hunter re unapproved horizontal ducting, it was RESOLVED that approval not be given. Oliver volunteered to contact the owner & invite them to meet with the exec committee to discuss other options. |
| GYM Equipment on Balcony | The resident of 9 Elizabeth advised by letter dated 29/03/10 that the equipment will be removed within 2-3 weeks. |
| Captain's Club | Consideration was given to two drafts of proposed changes to the by-laws. It was suggested that for casual use: <ul style="list-style-type: none"> • There be a restriction of ten persons, including the resident, who may use the club at any one time. • The representative of each strata should keep a register listing residents to whom keys have been given etc. <p>Exec members were asked to provide any further comments to Oliver, who will produce another draft.</p> |
| Living in Phillips Landing | The draft brochure, tabled by the secretary, was accepted favourably. A few modifications need to be made. |
| Roof Ventilation | A request from the owner of 4 Bligh to install a 'Solar Star' roof ventilation system on a trial basis, to test its effectiveness, was APPROVED, subject to the approval of the Bligh owners' corporation. If the test proves satisfactory the exec committee would recommend that our by-laws be amended to allow this system to be installed for top floor units. |

Property Maintenance & Improvement

| | |
|--|---|
| Captain's Club | Railings: MA to follow up quote from David Burns. Painting: MA to obtain quote to paint interior walls. Floor covering: After reviewing three proposals, it was RESOLVED to install vinyl planks. David W to Finalise quotes. GYM: It was RESOLVED not to change the carpet as this stage. |
| Pavers in Front of Captain's Club | It was RESOLVED to accept the quote of \$2,194.50 incl. gst, from Integrated Consultancy Group, dated 18/02/10, to recommend options &, subsequently, provide a scope of works & specification. |
| Path nr Elizabeth & Hunter | Unicorn's quote for \$3,960.00 incl. gst, to install 400x400mm pavers 150mm apart, was tabled. It was RESOLVED that the MA clarify the base on which the pavers would be laid & obtain at least one additional quote. |
| Improved Signage | It was RESOLVED that the proposal of 16/03/10 be accepted, subject to an additional sign on the eastern driveway pointing to 247B Bligh as that strata's letterbox is on the western driveway. Secretary to finalise quotations. The email of 21/03/10 from a Chisholm owner was acknowledged with appreciation, but it was considered that, in view of the 'illogical' alpha sequence signs at each entrance should be installed. Their suggestion will be revisited after installation of the above. |
| Strata Appearance | It was RESOLVED that the MA contact the MA for Scarborough re the appearance of the strata facing Frenchman's Walk. |
| Fence Adjoining 2/1A Durham St | The MA was requested to ask Peak Maintenance to check the state of the fence as the adjoining owner wishes to replace it. |
| Electrician | It was RESOLVED to lend appropriate community keys to our regular electrician, Joe Iacono, CES Electrical, so he may attend to our requirements without delay. Secretary to arrange. |
| Peak Maintenance | The MA was requested to ask our cleaners to report fortnightly, via email, to the exec committee & the MA as to the status of the additional tasks they have been requested to perform. |

Gardening

| | |
|----------------------|--|
| Specification | It was RESOLVED to accept the quote of \$780.00 (incl./plus gst to be clarified), dated 23/03/10, from Gardens Renewed to submit a gardening specification in accordance with our invitation dated 16/02/10. |
| Sub-Committee | The offers of Therese Briggs, Barrie Tomkins & David Webster (Convenor) to form a gardening sub-committee were gratefully accepted. Secretary to contact Joe Abate (the long term 'one person committee') to ascertain if he wishes to continue his involvement. |

| | |
|--------------------------|---|
| Other Open Issues | Refer Open Issues List as at 31/03/10. |
| Open Forum | It was RESOLVED not to convene an Open Forum. |
| Next Meeting | Wednesday 26 May 2010 at 7.00pm. |
| Closure | The meeting closed at 9.42pm. |

.Jim Walsh, Hon. Secretary. (secretary@phillipslanding.net). 6 April 2010.